

Washington Transportation Plan Phase 2 – Implementation Draft Outreach Plan

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Purpose

Consistent with WSDOT's Community Engagement Plan, WSDOT is developing this specific outreach plan for Phase 2 to detail who, when, where, and how outreach will be conducted. Since many of these details are unknown at this time, the Outreach Plan will be updated as necessary to complete these details.

The Outreach Plan is based on the concept that we should take the plan to the community, rather than expect the community to come to us. This means:

- Outreach is continuous, and not conducted only for a specific time
- Rather than hold WTP-specific meetings, we will ask to be on the agenda of existing meetings that are stakeholders and partners hold.
- Outreach will focus the right level of engagement to the right people at the right time in the process.

Background

The Washington State Department of Transportation (WSDOT) and the Washington State Transportation Commission is updating the Washington Transportation Plan (WTP) in two phases:

WTP Phase 1 – Policy: Complete

The Transportation Commission adopted the WTP 2035 as Phase 1 in January 2015 as the update to WTP 2030. The plan provides policy guidance and recommendations for all transportation modes. The plan contains 11 key findings and 151 recommended actions. Further information on is at www.wtp2035.com.

WTP Phase 2 - Implementation: In Process

WSDOT is leading the development of as the update of the 2007-2026 WTP. Phase 2 will meet the federal and state requirements for the long-range statewide transportation plan. It will implement recommendations from Phase 1 for the development of the state's multimodal transportation system. That system includes public roads, ferries, public

1 transportation, aviation, freight and passenger rail, ports, and bicycles and pedestrian
2 facilities. Phase 2 implements the Governor's [Executive Order 14-04](#): Washington
3 Carbon Pollution Reduction and Clean Energy Action; which directs WSDOT to develop,
4 adopt, and implement the multimodal, federally-compliant, long- range statewide
5 transportation plan. Phase 2 will also encompass the six goals of [Results WSDOT](#), the
6 agency's strategic plan. It is scheduled to be completed by December 2017 and will be
7 approved by the WSDOT Secretary.

8 **Goals and Objectives**

9 WSDOT will use the information gathered during outreach to:

- 10 • Identify data needs.
- 11 • Establish the focus areas.
- 12 • Identify and prioritize system needs.
- 13 • Identify key decision points including:
 - 14 ○ Completion of Modal Plans. Decide key issues to be emphasized in Phase 2 and
 - 15 which issues, if any, need to be resolved during Phase 2 development;
 - 16 ○ FHWA adoption of Final Statewide and Nonmetropolitan Transportation Planning
 - 17 Rules. These rules impact the scope, process, and timing of the long-range
 - 18 statewide transportation plan and STIP development.
 - 19 ○ FHWA adoption of performance measure rules and measures and WSDOT
 - 20 adoption of performance targets. If these are adopted before Phase 2 is adopted,
 - 21 then Phase 2 needs to describe how the plan supports achievement of the
 - 22 measures and targets. As of June 2016 measures and targets have not been
 - 23 adopted.
 - 24 ○ Enactment of state laws and budgets. The Project Team will monitor the
 - 25 Legislative Session for impacts to T Program and then recommend how Phase 2
 - 26 can accommodate these impacts.

1 Outreach Strategies

2 WSDOT will:

- 3 • Provide opportunities to get involved early, often, and continuously during the decision
- 4 making process.
- 5 • Minimize surprises by actively engaging the community.
- 6 • Promote use of the Internet and web-based source as the primary source of information.
- 7 • Document community input and concerns in a central, easily retrievable location for
- 8 review and consideration.
- 9 • Provide the community the outcomes that result from community input.

10 Who is the community?

- 11 • **Steering Committee:** The Steering Committee from Phase1 has agreed to remain
- 12 during Phase 2. The committee includes one representative from each of the following:
- 13 WSDOT, the Washington State Transportation Commission, and Regional
- 14 Transportation Planning Organizations. The role of the steering committee is to solicit
- 15 advice from the Advisory Group and to offer recommendations on the plan process and
- 16 content to WSDOT.
- 17 • **Advisory Group:** The Advisory Group from Phase 1 was invited to continue on. The
- 18 role of the Advisory Group is to represent their particular constituency; offer advice to the
- 19 Steering Committee; review and provide comments on plan's products.
- 20 • **Washington State Agencies:** Transportation Commission; Commerce; Ecology;
- 21 Natural Resources; Health; Freight Mobility Strategic Investment Board; Governor's
- 22 Office; Office of Financial Management; State Patrol; Licensing; Traffic Safety
- 23 Commission; County Road Administration Board; and Puget Sound Partnership.
- 24 • **Adjacent states/provinces:** Oregon Department of Transportation; Idaho Department
- 25 of Transportation; BC Ministry of Transportation
- 26 • **Federal agencies:** FHWA; FTA; US Forest Service; National Park Service; Bureau of
- 27 Land Management; Department of Defense; Army Corps of Engineers; and US Fish and
- 28 Wildlife Service.

- 1 • **Advocacy Groups:** Association of Washington Business; Association of Washington
2 Cities; Futurewise; Washington Roundtable; Washington State Transit Association;
3 Transportation Choices; Washington Public Ports Association; and Washington State
4 Association of Counties
- 5 • **Traditionally underserved populations:** Full listing on pages 9 & 10.
- 6 • **Indian Tribes within the state:** Chehalis Confederated Tribes; Colville Confederated
7 Tribes; Cowlitz Indian Tribe; Hoh River Tribe; Jamestown S’Klallam Tribe; Kalispel Tribe
8 of Indians; Lower Elwha Klallam Tribe; Lummi Nation; Makah Tribe; Muckleshoot Tribe;
9 Nisqually Tribe; Nooksack Tribe; Port Gamble S’Klallam Tribe; Puyallup Tribe; Quileute
10 Nation; Quinault Indian Nation; Samish Nation; Sauk-Suiattle Tribe; Shoalwater Bay
11 Tribe; Skokomish Tribe; Snoqualmie Nation; Spokane Tribe of Indians; Squaxin Island
12 Tribe; Stillaguamish Tribe of Indians; Suquamish Tribe; Swinomish Tribe; Tulalip Tribes;
13 Upper Skagit Tribe; and Yakama Nation.
- 14 • **Out of State Indian Tribes:** Coeur d’Alene Tribe; Confederated Tribes of the Umatilla;
15 Nez Perce Tribe; Confederated Tribes of Warm Springs; and Confederated Tribes of
16 Grande Ronde Community of Oregon.
- 17 • **Regional Transportation Planning Organizations:** Benton-Franklin COG; Chelan-
18 Douglas Transportation Council; Northeast Washington RTPO; Palouse RTPO;
19 Peninsula RTPO; Puget Sound Regional Council; Quad-County RTPO; Skagit/Island
20 RTPO; Southwest Washington Regional Transportation Council; Southwest Washington
21 RTPO; Spokane Regional Transportation Council; Thurston Regional Planning Council;
22 Walla Walla Valley Sub-RTPO; Whatcom Council of Governments; and Yakima Valley
23 Conference of Governments.
- 24 • **Metropolitan Planning Organizations:** Benton-Franklin COG; Chelan-Douglas
25 Transportation Council; Cowlitz-Wahkiakum Council of Governments; Lewis Clark Valley
26 MPO; Puget Sound Regional Council; Thurston Regional Planning Council; Skagit MPO;
27 Southwest Washington RTC; Spokane Regional Transportation Council; Whatcom
28 Council of Governments; Walla Walla Valley MPO; and Yakima Valley Conference of
29 Governments.
- 30 • **WSDOT Stakeholders:** WSDOT’s Freight Office, Aviation Division, Rail Office, Local
31 Programs, Regions, Et al, maintain separate lists of interested parties that will be invited
32 to participate and/or comment during the plan development

- **Others:** Transit providers, Intercity bus providers, Community leaders, Local elected officials, Legislators and legislative staff, City and county planners and transportation departments.

Tools and Methods

Surveys

In 2015, WSDOT and the Transportation Commission developed and conducted one survey to present information and gather input using the web-based Voice of Washington State (VOWS) survey panel. The panel includes at least 30,000 people from across the state. Additional surveys will be dependent on funding.

Regularly Scheduled Meetings

WSDOT regions regularly attend meetings conducted by Metropolitan Planning Organizations, Regional Transportation Planning Organizations, Tribal Transportation Planning Organization, Transit Agencies, Chambers of Commerce, Ports, etc. WSDOT will give Phase 2 updates and receive comments at these regular meetings.

WSDOT Website Will Contain

- Links to other sources
- The Phase 2 Public Review Draft for a minimum 45-day comment period
- Informational materials such as folios and one-pagers

How will the project team involve other WSDOT staff?

- Create an internal review committee. This committee will review the technical memos for consistency with WSDOT policies and plans and offer comments and suggested edits. This committee will also serve as a local source of information and answer questions from other WSDOT staff and external partners.
- Present progress reports and answer questions at monthly Urban, Regional, and Modal Planning Manager Meetings.

- Meet with Capital Program Development & Management and Highways and Local Programs to discuss issues to present in the plan.

Some of the anticipated themes include:

- Performance of the transportation system from a multi-modal perspective.
- Connectivity with other modes: The plan will address the importance of multimodal connectivity and the interdependence of the modal parts to the system as a whole.
- Consistencies with other plans and planning efforts: WSDOT staff will review documents and processes to ensure consistency with the planning efforts of Metropolitan Planning Organizations, Regional Transportation Planning Organizations and WSDOT.
- Safety on all facilities and connections: a data-driven approach will be used to identify areas where safety improvements could be effective.

How will WSDOT involve the external community?

- By building on earlier outreach efforts from WTP Phase 1.
- Through the Steering Committee and Advisory Group.
- Through interviews and regular email and phone contact
- Through regularly scheduled meetings conducted by WSDOT and external partners, such as Regional Transportation Planning Organizations, Metropolitan Planning Organizations, Transit Agencies, and Tribal Transportation Planning Organizations.
- Through WSDOT's website; www.wsdot.wa.gov/planning/wtp/, which will include links to the plan, presentations, additional information, requests for briefings, and workshop reports. The website will also provide opportunities to comment throughout the process.
- Through presenting information, giving briefings, and answering questions as requested

How will WSDOT consult with tribes?

Based on the Centennial Accord, WSDOT's Executive Order E 1025.01 reaffirms WSDOT's commitment to provide consistent and equitable standards for working with the various tribes across the state. This order established roles and responsibilities for WSDOT's Tribal Liaison and WSDOT staff. In June 2011, WSDOT and several tribes agreed to the WSDOT Tribal Communication and Consultation Protocols for Statewide Policy Issues. This protocol details

1 how planners and tribes will conduct consultation. To date, WSDOT presented to the Tribal
2 Transportation Planning Organization at the June 10, 2015 meeting at Squaxin Island. WSDOT
3 will continue to follow this protocol during development of this plan by:

- 4 • Conducting an initial meeting with WSDOT's Tribal Liaison.
- 5 • Conducting briefings and answering questions at Washington Indian Transportation
6 Policy Advisory Committee Meetings.
- 7 • Updating contact information for each tribe.
- 8 • Sending letters to each tribal contact from WSDOT's Tribal Liaison contact list, inviting
9 each contact from each tribe to participate in planning efforts.
- 10 • Presenting plan updates and answering questions at future Tribal Transportation
11 Planning Organization Meetings.
- 12 • Answering questions and providing contact information through informal interviews at
13 ATNI Tribal Transportation Symposium.
- 14 • Sending the draft State Transportation Plan link to tribes for 45-day comment period.
- 15 • Sending a hard-copy letter to tribal chairs and planners alerting them to the availability of
16 the plan for comment.

17 **How will WSDOT consult with Non-Metropolitan Local** 18 **Officials and Federal Land Management Agencies?**

19 As per federal rule, WSDOT is required to develop formal documented processes that describe
20 how the agency consults with non-metropolitan local officials and with federal land management
21 agencies. These formal processes are included in the document attached as Appendix A.

22 **How will WSDOT ensure compliance with Title VI and other** 23 **nondiscrimination requirements?**

24 WSDOT met with FHWA and FTA at the onset of the Phase 2 effort to discuss and determine
25 appropriate methodologies to address Title VI and other non-discrimination compliance
26 requirements. WSDOT also consulted with the Office of Equal Opportunity (OEO) to discuss
27 how the plan may affect protected groups and how those groups may be engaged during the
28 plan's development.

Website:

- Plan overview, workshop reports, presentations, meeting announcements, maps, press release, meeting summaries, draft documents and public input e-forms will be posted on the State Transportation Plan website.

Meetings:

- WSDOT will make meetings accessible by holding them at public facilities (ADA accessible) with transit access.
- Meetings will be announced via email lists, announcements at stakeholder meetings, and on the website. These announcements will include contact information for those requesting accommodations.
- At each meeting, forms requesting demographic information will be distributed. These forms will be sent to WSDOT's OEO when the plan is adopted.

Draft Plan:

The draft plan will include instructions for requesting the plan in an alternate format. These instructions will be offered in English and Spanish.

How will WSDOT reach out to underserved populations?

Purpose: This paper is an internal process document that WSDOT can use as a reference when developing Phase 2. Phase 2 is the state's long-range statewide transportation plan that is scheduled to be adopted in December 2017. This paper focuses on the strategies the Project Team can use to inform and solicit input from underserved populations.

Framework: The Phase 2 Project Team met on 10/22/15 to discuss this implementation. The meeting highlights listed below serves as the framework for this paper:

- Engagement Strategies/Products
- "Ripple Effect" w/documentation
- Meet with underserved groups re: strategy
- Making lists (ours & theirs)
 - Notes to their membership (newsletter entries)

- Briefings at key milestones
- Translation needs
- Target outreach materials (flyers)
- Checklist of requirements

Requirements: WSDOT is required by 23 CFR 450.210 (a) to have a “process for seeking and considering the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services” and to ensure that public involvement processes “provide full and open access to all interested parties.” The agency’s Community Engagement Plan meets this requirement, and this paper details how Phase 2 will implement this section of the Community Engagement Plan (CEP) with respect to underserved individuals. As an example of how the CEP meets the outreach requirements, WSDOT demographic analyses included an analysis of Limited English Proficient (LEP) persons based on four factors:

1. The number or proportion of LEP persons served or encountered in the population served;
2. The frequency with which LEP persons come into contact with the program;
3. The nature and importance of the program, activity or service provided by the program; and
4. The resources available and costs.

WSDOT’s four-factor analysis at the county level shows that for outreach in the following counties, vital documents will be translated into the following languages:

- Spanish - Okanogan, Chelan, Douglas, Grant, Adams, Yakima, Benton, Franklin, and Walla-Walla counties
- Chinese - King county
- Korean - King county
- Vietnamese - King county
- Tagalog - King county

The following vital documents will be posted on the Phase 2 website and emailed to the groups listed in Section 3 of this document:

- Announcements to WTP related forums and community outreach events.
- Announcements to comment on the Public Review Draft and the Final Phase 2

Internal Coordination: The outreach strategies and distribution list have been shared and reviewed with the following WSDOT Staff: Bill Bennion (Multimodal Planning Division Communicator), Larry Watkinson (WSDOT's Title VI/ADA Compliance Manager) and Oscar Cerda (WSDOT Title VI Coordinator). The strategies and list have also been shared with staff from FHWA's Washington Division and FTA's Region 10.

Definitions

Traditionally underserved refers to individuals from minority and low-income groups. It is a phrase utilized by FHWA that combines the requirements from:

- Title VI to not discriminate on the grounds of race, color, or national origin
- Presidential Executive Order on Environmental Justice to not disproportionately impact minority or low-income populations.
 - **Minority:**
 - Black
 - Hispanic (Mexican, Puerto Rican, Cuban, Central American, or South American);
 - Asian American (from Far East, Southeast Asia, India, or Pacific Islands
 - American Indian and Alaskan Native
 - **Low-Income:** A household income at or below the Department of Health and Human Services poverty guidelines of \$24, 250 for a family of four (2015).
 - **Low-Income Population:** Any readily identifiable group of low-income persons who live in geographic proximity, and, if circumstances warrant, geographically dispersed/transient persons (such as migrant workers or Native Americans) who would be similarly affected by a proposed FHWA program, policy, or activity.

Engagement Methods and Products

Strategies to Reach Underserved Populations

Email will be the primary contact method due to widespread availability, time, and funding constraints. In order to reach out to underserved populations within Washington State, the Project Team will contact the following groups and invite them to participate in the Phase 2 development. Those groups who have not responded to the initial outreach effort will be contacted a second time for follow up.

- 1) African American Bar Association
- 2) African American Chambers of Commerce
- 3) Asian American and Pacific Islanders Bar Association
- 4) Brain Injury Alliance of Washington
- 5) Casa Latina, Seattle
- 6) Cascade Bicycle Club
- 7) Children's Alliance
- 8) Department of Social & Health Services
- 9) Disability Rights Washington
- 10) Disabled American Veterans - Washington State Chapters
- 11) El Centro de la Raza, Seattle
- 12) Federally recognized Indian tribes (see Appendix A for more information)
- 13) Feet first
- 14) Goodwill Industries - Olympics and Rainier Region
- 15) Governor's Committee on Disability Issues and Employment
- 16) Hearing Loss Association of America, Washington State
- 17) Hispanic Chambers of Commerce
- 18) Inspire Development Centers
- 19) Latina/o Bar Association
- 20) Latino Civic Alliance
- 21) Lighthouse for the Blind
- 22) National Alliance on Mental Illness - Washington
- 23) Northwest ADA Center
- 24) Northwest Justice Project

- 1 25) NW Communities Education Center, Granger
- 2 26) People First of Washington
- 3 27) People for People, Yakima
- 4 28) Radio KDNA (91.9 FM)
- 5 29) Regional Service Centers of the Deaf and Hard of Hearing
- 6 30) SeaMar Community and Migrant Health Centers
- 7 31) Seattle Commission for People with Disabilities
- 8 32) Self Advocates in Leadership (SAIL)
- 9 33) Spinal Cord Injury Association of Washington
- 10 34) State Council on Aging
- 11 35) State Independent Living Council
- 12 36) Tacoma Area Coalition of Individuals with Disabilities
- 13 37) Tú Decides (You Decide) a Bilingual Newspaper, Kennewick
- 14 38) Washington Bikes
- 15 39) Washington Chapter of the National Federation of the Blind
- 16 40) Washington Commission on Hispanic Affairs
- 17 41) Washington Council of the Blind
- 18 42) Washington State Association of Community and Migrant Health Centers
- 19 43) Washington State Commission on African American Affairs
- 20 44) Washington State Commission on Asian Pacific American Affairs
- 21 45) Washington State Developmental Disabilities Council
- 22 46) Washington State Independent Living Council's list of Independent Living (IL) Centers
- 23 47) Washington State School for the Blind
- 24 48) WA Latino/a Educational Achievement Project
- 25 49) Yakima Valley Farmworkers Clinic
- 26 50) Puget Sound Sage
- 27 51) OneAmerica

28 The Phase 2 outreach effort will be consistent with WSDOT's Community Engagement Plan
29 (CEP). As part of this outreach effort, the groups listed above will be asked to:

- 30
 - Forward the information on to their members,
- 31
 - Suggest the most effective way(s) to reach out to their members,

- Define if there is a preferred format or formats for presenting information to their members

WSDOT will keep a record of all outreach efforts, as well as a record of all feedback provided by individuals and groups contacted and how the feedback was responded to.

Placeholders for information to be included as the process continues

Record of Outreach

Dates and Locations of Presentations to Stakeholder Groups, Associations, Government Agencies and Organizations

Media Outreach Details

Appendix A

WSDOT's Process for Consulting with Non- Metropolitan Local Officials, Tribes, and Federal Land Management Agencies

February 17, 2016

Title VI Notice to Public

It is the Washington State Department of Transportation's (WSDOT) policy to assure that no person shall, on the grounds of race, color, national origin or sex, as provided by Title VI of the Civil Rights Act of 1964, be excluded from participation in, be denied the benefits of, or be otherwise discriminated against under any of its federally funded programs and activities. Any person, who believes his /her Title VI protection has been violated, may file a complaint with WSDOT's Office of Equal Opportunity (OEO). For additional information regarding Title VI complaint procedures and/or information regarding our non- discrimination obligations, please contact OEO's Title VI Coordinator at (360) 705-7082.

Americans with Disabilities Act (ADA) Information

This material can be made available in an alternate format by emailing the WSDOT Diversity/ADA Affairs team at wsdotada@wsdot.wa.gov or by calling toll free, 855-362-4ADA(4232). Persons who are deaf or hard of hearing may make a request by calling the Washington State Relay at 711.

Notificación de Título VI al Público

Es la póliza de el Departamento de Transportación del Estado de Washington de asegurar que ninguna persona sea excluida de participación o sea negado los beneficios, o sea discriminado bajo cualquiera de sus programas y actividades financiado con fondos federales sobre la base de raza, color, origen nacional o sexo, como proveído por el Título VI de el Acto de Derechos Civiles de 1964. Cualquier persona que cree que sus protecciones de Título VI han sido violadas, puede hacer una queja con la Oficina de Igualdad de Oportunidades (OEO). Para información adicional con respecto a procedimientos de quejas de Título VI y/o información con respecto a nuestras obligaciones sin discriminación, por favor de comunicarse con le Coordinador de Título VI de la Oficina de Igualdad de Oportunidades (OEO) (360) 705-7082.

Información del Acta(ADA) de Estadounidense con Discapacidad

Este material se puede hacer disponible en un formato alternativo por correo electrónico al equipo de Asuntos de diversidad/ADA WSDOT en wsdotada@wsdot.wa.gov o llamando gratis, 855-362-4ADA (4232). Personas sordas o con problemas de audición pueden solicitar llamando el relé de estado de Washington al 711.

WSDOT's Draft Process for Consulting with Non-Metropolitan Local Officials, Tribes, and Federal Land Management Agencies is prepared by the:

Multimodal Planning Division
Washington State Department of Transportation
310 Maple Park Ave SE, Olympia, WA 98504
<http://www.wsdot.wa.gov/planning/>
(360) 705-7968

Introduction

This document describes how the Washington State Department of Transportation (WSDOT) consults with Non-metropolitan Local Officials, Tribes, and Federal Land Management Agencies when developing the long-range statewide transportation plan (WTP 2035-Phase 2) and the Statewide Transportation Improvement Program (STIP).

The Washington State Department of Transportation's strategic plan for 2014 to 2017 (Results WSDOT – Moving Washington Forward) emphasizes greater community involvement and partnerships, agency efficiency and innovation, and a multimodal approach to our transportation system. The goals of all of WSDOT's engagement is to consistently engage partners and the public to increase credibility, drive priorities and inform decision making. The agency's public involvement processes are guided by the Community Engagement Goal of Results WSDOT and detailed in the Community Engagement Plan. WSDOT's tribal consultation processes are guided by the [Centennial Accord](#) and detailed in the [Tribal Communication and Consultation Protocol for Statewide Policy Issues](#).

WSDOT invites the participation of federal, state, and local governments, Tribes, regional organizations including Metropolitan Planning Organizations (MPOs), Regional Transportation Planning Organizations (RTPOs), community groups, affected citizens and the traveling public in the decision making process. WSDOT also participates in these partners' processes where possible and appropriate.

Background

Federal Requirements: WSDOT is required to develop and document the following consultation and involvement processes:

1. 23 CFR §450.210 (a) - Public Involvement Process. WSDOT's *Community Engagement Plan* fulfills this requirement by describing how WSDOT involves the public when developing the long-range statewide transportation plan (WTP 2035-Phase 2) and the STIP. The plan can be found at <http://www.wsdot.wa.gov/planning/>.
2. 23 CFR §450.210 (b) - Non-Metropolitan Local Official Consultation process. This describes how WSDOT consults with “elected and appointed officials of general purpose government in a non-metropolitan area with responsibility for transportation” (23 CFR§ 450.104). This process must be kept “separate and discrete” from WSDOT's *Community Engagement Plan*.
23 CFR §450.210(b) reads in whole:

“The State shall provide for non-metropolitan local official participation in the development of the long-range statewide transportation plan and the STIP. The State shall have a documented process(es) for consulting with non-metropolitan local officials representing units of general purpose local government and/or local officials with responsibility for transportation that is separate and discrete from the public involvement process and provides an opportunity for their participation

in the development of the long-range statewide transportation plan and the STIP. Although the FHWA and the FTA shall not review or approve this consultation process(es), copies of the process document(s) shall be provided to the FHWA and the FTA for informational purposes.

(1) At least once every five years (as of February 24, 2006), the State shall review and solicit comments from non-metropolitan local officials and other interested parties for a period of not less than 60 calendar days regarding the effectiveness of the consultation process and any proposed changes. A specific request for comments shall be directed to the State association of counties, State municipal league, regional planning agencies, or directly to non-metropolitan local officials.

(2) The State, at its discretion, shall be responsible for determining whether to adopt any proposed changes. If a proposed change is not adopted, the State shall make publicly available its reasons for not accepting the proposed change, including notification to non-metropolitan local officials or their associations.”

3. 23 CFR §450.210 (c) – Tribal and Federal Land Management Agencies Consultation Process. This describes how WSDOT consults with Tribes and with agencies that manage federal land.

23 CFR §450.210(c) reads in whole:

“For each area of the State under the jurisdiction of an Indian Tribal government, the State shall develop the long-range statewide transportation plan and STIP in consultation with the Tribal government and the Secretary of Interior. States shall, to the extent practicable, develop a documented process(es) that outlines roles, responsibilities, and key decision points for consulting with Indian Tribal government.”

WSDOT’s Internal Process

The Non-metropolitan Local Official Consultation Process must be reviewed and updated, if necessary, every 5 years. The last review was final on February 17, 2011. The 2011 consultation process can be found at http://www.wsdot.wa.gov/NR/rdonlyres/122D1A74-710B-4888-9D92-439C3CB2BCF7/0/Nonmetroconsultation_090910_v8.pdf

In the fall of 2015, WSDOT reviewed and proposed this update to the 2011 consultation process to better document how the consultation process is being conducted - not to propose any changes to our current consultation practices. WSDOT decided to combine the consultation process for Non-metropolitan Local Officials, Tribes, and Federal Land Management Agencies into one document with links to supporting information. WSDOT sent this draft a cover email to each Regional Transportation Planning Organization (RTPO), to each county that is not represented by an RTPO, to Tribes, and to Western Federal Lands Highway Division for review and comment. WSDOT requested that the recipients also share this document with their local

officials (counties, cities, transit agencies, and planners) and invite their comments during the 60 calendar day review period. The review period was from December 14, 2015 – February 12, 2016.

Who Does WSDOT Regularly Consult with?

1. **Regional Transportation Planning Organization (RTPO):** RTPOs have county-wide regional transportation planning areas that include both rural and urbanized areas. In urbanized areas, the Metropolitan Planning Organization is the RTPO's lead agency (RCW 47.80.020). For more information on RTPOs see WSDOT's website at <http://www.wsdot.wa.gov/planning/TribalRegional.htm>.

WSDOT consults with RTPOs by:

- Serving as a voting member of each RTPO policy board.
 - Overseeing RTPO programs and providing each RTPO with various points of contact for issues involving planning, programming, projects, and public transportation.
 - Being active participants in the development, review, and processing of RTPO's Regional Transportation Improvement Programs (RTIPs).
2. **MPO/RTPO/WSDOT Coordinating Committee.** This committee meets quarterly and keeps its members informed of statewide transportation related issues and topics. This committee provides an opportunity for continuous coordination and consultation between transportation partners. Committee members include representatives from each MPO, each RTPO, each county not represented by an RTPO, and from several WSDOT offices. The committee regularly invites the following to participate in committee meetings: the Federal Highway Administration the Federal Transit Administration, the Tribal Transportation Planning Organization, the Association of Washington Cities, the Washington Association of Counties, the Governor's Office, and the Office of Financial Management.
 3. **For counties that are not members of an RTPO,** WSDOT has established a working relationship and consults through these types of organizations:
 - **Councils of Governments:** For example, Okanogan County conducts transportation planning and proposes local projects through the Okanogan Council of Governments (OCOG).

WSDOT consults with this organization by:

 - Attending and participating in OCOG Policy Board meetings.
 - Offering technical assistance to OCOG, along with providing OCOG with various points of contact for issues involving planning, programming, projects, and public transportation.
 - Being active participants in the development, review, and processing of project submittals from Okanogan County.

- **Transportation Planning Organization:** For example, Island County conducts transportation planning and proposes local projects through the Island Transportation Planning Organization.
WSDOT consults with this organization by:
 - Attending and participating in Island County meetings regarding key transportation issues.
 - Offering technical assistance to Island County, along with providing Island County with various points of contact for issues involving planning, programming, projects, and public transportation.
 - Being active participants in the development, review, and processing of project submittals from Island County.

- **San Juan Islands Ferry Advisory Committee:** San Juan County is not in an RTPO and the ferry route is the only state route connecting the county to the mainland. There are no state routes within the county. WSDOT consults with San Juan County on statewide and regional planning issues through the San Juan Islands Ferry Advisory Committee and through a Public Transportation Division liaison. See this website http://www.wsdot.wa.gov/ferries/CommuterUpdates/pub_meetings to find contact information on the Ferry Advisory Committees.
WSDOT consults with this committee by:
 - Receiving comments on ferry service.
 - Providing technical assistance.
 - Reviewing documents.

- **Local Government Associations:** WSDOT regularly uses the following forums to inform local governments and to solicit feedback during development of plans and projects: Washington State Association of Counties; Association of Washington Cities; County Road Administration Board; Washington State Transit Association; Washington Public Ports Association; Economic Development Councils; Economic Development Districts, and Municipal Research and Services Center.

- **Transit Authority Districts:** There are 31 transit authorities in Washington. In addition to working with transit agencies through many of the RTPOs, WSDOT's Public Transportation Division frequently coordinates directly with transit around the state regarding service delivery and assisting with grants. See <http://www.wsdot.wa.gov/Transit/TransitSystems.htm> for more information.

4. Tribes

29 Federally recognized Tribes are located in Washington State, many with reservations in rural areas. WSDOT's Tribal Consultation policies and protocols are available at:

www.wsdot.wa.gov/tribal.

WSDOT consults with Tribes by:

- Inviting a tribal representative(s) to serve on committees during the development of modal and long-range statewide transportation plans.
- Participating in the Washington Indian Transportation Policy Advisory Committee (WITPAC) meetings. WITPAC is a forum for government-to-government consultation between Tribes and WSDOT on policy and statewide issues.
- Participating in quarterly meetings of The Tribal Transportation Planning Organization (TTPO). The TTPO is a voluntary committee of tribal transportation planners that invites WSDOT and non-metropolitan local officials to their quarterly meetings.
- Including Tribal Transportation Improvement Projects directly in the STIP

5. Federal Land Management Agencies

The 5 agencies in Washington State that manage federal lands are the U.S. Forest Service, the Bureau of Land Management, the U.S. Army Corps of Engineers, the U.S. Fish and Wildlife Service, and the National Park Service.

WSDOT consults with these agencies by:

- Participating in the Federal Lands Collaborative Long Range Transportation Planning Assistance and Pacific Northwest Pilot core team. This team is developing an umbrella plan and templates for each agency to use to develop their own transportation plans. The plan templates are scheduled to be complete in 2016.
- WSDOT's role is providing transportation planning advice, providing transportation data, sharing information, and receiving feedback on WSDOT's proposed plans.
- The core team is developing processes for continued collaboration and consultation between the Federal Land Management Agencies, WSDOT, Oregon Department of Transportation, and the Western Federal Lands Highway Division of the FHWA.

What Methods Does WSDOT Regularly Use to Communicate?

1. **Ad-Hoc Committees:** WSDOT invites representatives from counties, cities, and RTPOs to serve on ad-hoc committees during development of modal plans and the long-range statewide transportation plan (WTP 2035-Phase 2).
2. **Surveys:** WSDOT periodically sends electronic surveys to RTPOs to solicit feedback on proposed federal regulations and to gauge effectiveness of communication strategies.
3. **Site Visits:** WSDOT offers nonmetropolitan local officials opportunities for individual site visits to share information and answer questions. These visits generally occur during development of:
 - WSDOT-led transportation plans and studies.
 - MPO Unified Planning Work Programs.
 - RTPO Work Programs.
 - Metropolitan Transportation Plans.
 - Regional Transportation Plans.
4. **Training/Conferences:** WSDOT consults and cooperates with non-metropolitan local officials through these regular events:
 - WSDOT offers annual two-week STIP training across the state as a means to keep cities, counties, tribal nations, ports, transit agencies and other transportation partners abreast of any changes to and/or new programming requirements.
 - Annual ATNI Northwest Tribal Transportation Symposium.
 - Annual Washington State/Tribal Transportation Conference.
 - Annual Public Transportation Symposium.
 - Fall and spring conferences of the American Public Works Association (APWA).
5. **[WSDOT Online Map Center](#):** This is an interactive web mapping site designed for users of every skill level. The Online Map Center provides easy access to map data layers, links to custom map applications and PDF maps. Look for the WSDOT logo on an item's thumbnail, which will indicate authentic WSDOT content. Examples of the content you can discover include:
 - *Transportation infrastructure* - state routes, airports, ferry routes and terminals, Park and Ride facilities, rail lines, etc.
 - *Roadway classifications* - Functional Class, Freight and Goods routes, National Highway System routes, Scenic Byways, etc.
 - *Political and Administrative Boundaries* - City Limits, WSDOT Region Boundaries, Metropolitan Planning Areas, Regional Transportation Planning Organizations, Counties, Tribal Reservation and Trust Lands, WSDOT Maintenance Areas, Highway Urban and Urbanized Areas, Congressional Districts, etc.

Consultation during the Statewide Transportation Improvement Program (STIP) Development

The comprehensive involvement WSDOT has with non-metropolitan local officials during STIP development involves collaboration with MPOs, RTPOs, cities, counties, transit providers and tribal governments as defined in the Community Engagement Plan found at <http://www.wsdot.wa.gov/planning/>.

The WSDOT non-metropolitan consultation process as it relates to the STIP is outlined in the Local Agency Guidelines (LAG) manual Chapter 12, at <http://www.wsdot.wa.gov/localprograms/>.

WSDOT's coordination with Western Federal Lands as it relates to the STIP is detailed in the approved STIP *Section V Consultation & Selection Process* at <http://www.wsdot.wa.gov/LocalPrograms/ProgramMgmt/STIP.htm>.

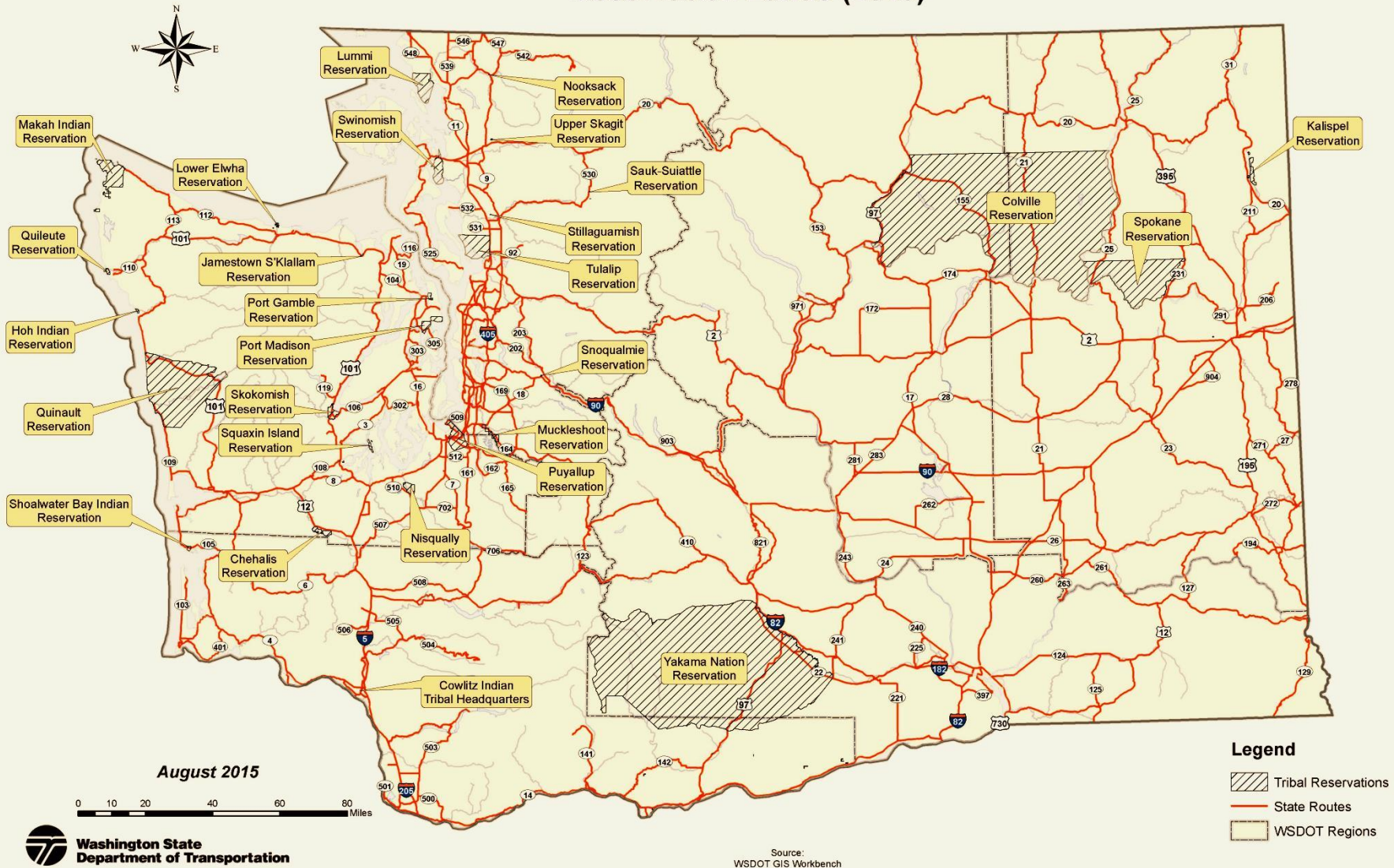
WSDOT Contact Information

WSDOT is organized into [six regions](#) located across the state with its headquarters located in Olympia and Washington State Ferries (WSF) located in Seattle. Regions, WSF, and headquarters work together to develop the long-range statewide transportation plan (WTP 2035-Phase 2) and the STIP. This work includes continuous consultation with tribes, governments, stakeholders, and the public.

| Topic | Title | Phone | Website |
|--|---|----------------|---|
| Long-range Statewide Transportation Plan and MPO/RTPO Assistance | Multimodal Planning Division Director | (360) 705-7151 | http://www.wsdot.wa.gov/planning/ |
| Statewide Transportation Improvement Program | Local Programs Division Director | (360) 705-7372 | http://www.wsdot.wa.gov/localprograms/ |
| Public Transportation Grants/Regional Mobility | Public Transportation Division Director | (360) 705-7921 | http://www.wsdot.wa.gov/transit/ |
| Statewide Tribal Issues | Government Relations Tribal Liaison | (360) 705-7025 | http://www.wsdot.wa.gov/tribal/ContactUs.htm |
| Washington State Ferries Planning | Finance and Administration Director | (206) 515-3403 | http://www.wsdot.wa.gov/ferries/planning/ |
| Washington State Ferries Tribal Issues | Tribal Liaison | (206) 389-8563 | http://www.wsdot.wa.gov/tribal/ContactUs.htm |
| Olympic Region Local Issues | | (360) 357-2600 | http://www.wsdot.wa.gov/regions/Olympic/ |
| Planning | Planning Manager | | |
| Local Programs | Local Programs Engineer | | |
| Transit | Public Transportation Liaison | | |
| Tribal Issues | Tribal Coordinator | (360) 357-2666 | http://www.wsdot.wa.gov/tribal/ContactUs.htm |
| Southwest Region Local Issues | | (360) 905-2000 | http://www.wsdot.wa.gov/regions/Southwest/ |
| Planning | Planning Manager | | |
| Local Programs | Local Programs Engineer | | |
| Transit | Public Transportation Liaison | | |
| Tribal Issues | Tribal Coordinator | (360) 905-2018 | http://www.wsdot.wa.gov/tribal/ContactUs.htm |

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|---|----------------------------------|----------------|---|
| Northwest Region Local Issues | | (206) 440-4000 | http://www.wsdot.wa.gov/Northwest/ |
| Planning (Whatcom, Skagit, and Island Counties) | Mt Baker Planning Manager | | |
| Planning (King and Snohomish Counties) | Sno-King Planning Manager | | |
| Local Programs | Local Programs Engineer | | |
| Transit | Public Transportation Liaison | | |
| Tribal Issues | Environmental Tribal Coordinator | (206) 440-4531 | http://www.wsdot.wa.gov/tribal/ContactUs.htm |
| Tribal Issues | Tribal Coordinator | (206) 440-4734 | http://www.wsdot.wa.gov/tribal/ContactUs.htm |
| North Central Region Local Issues | | (509) 667-3000 | http://www.wsdot.wa.gov/regions/NorthCentral/ |
| Planning | Program Manager | | |
| Local Programs | Local Programs Engineer | | |
| Transit | Public Transportation Liaison | | |
| South Central Region Local Issues | | (509) 577-1600 | http://www.wsdot.wa.gov/regions/SouthCentral/ |
| Planning | Planning Engineer | | |
| Local Programs | Local Programs Engineer | | |
| Transit | Public Transportation Liaison | | |
| Tribal Issues | Tribal Liaison | (509) 324-6202 | http://www.wsdot.wa.gov/tribal/ContactUs.htm |
| Eastern Region Local Issues | | (509) 324-6000 | http://www.wsdot.wa.gov/regions/Eastern/ |
| Planning | Planning Engineer | | |
| Local Programs | Local Programs Engineer | | |
| Transit | Public Transportation Liaison | | |
| Tribal Issues | Tribal Liaison | (509) 324-6202 | http://www.wsdot.wa.gov/tribal/ContactUs.htm |

Reservation Lands (2015)



Regional Transportation Planning Organizations (RTPOs) of Washington

